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CAREER SERVICE AND MANAGEMENT MEETING

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The OD Career and Management Staff met at the home of [REDACTED] on Friday, 11 January 1957 with all members present.

CAREER SERVICE

1. Promotions

The following individuals were nominated and approved for promotions:

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GS-7 to 9 (BU)  
GS-7 to 9 (BF)  
GS-9 to 11 (BF)

2. Competitive Promotion Procedure

The subject of Competitive Promotions was discussed briefly with the result that no action will be taken by FDD to implement this regulation until the DDI issues the policy decisions on the procedures to be used. The DDI Vacancy Report system is incompatible with this regulation.

3. Career Preference Outline

Career Preference Outline decisions reached were:

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- a. Concurrence by Branch Chiefs in comments expressed by Section Chiefs does not infer that Branch Chief will take action, but that action would be taken by J. Bagnall or [REDACTED] unless action indicated is within jurisdiction of Branch Chief.
- b. Supervisors are required to comment on only item 10 A (Specific type of activity - immediate within next 1 to 2 years), even though the individual may fill in item 10 B (the long-range - next 3 to 5 years).
- c. No comment is necessary on item 9, general type of activity.

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4. Section Chief Vacancy

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[REDACTED] discussed his forthcoming Section Chief vacancy in the Bulgarian Section with his analyses of those in BE who might be considered. He named as possibilities:

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[REDACTED] These were ruled out for what appeared to be the best available plan, i.e., to transfer

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[REDACTED] to Section Chief and [REDACTED] to Acting Chief of the Czech Section. No recommendations by other branches were made.

MANAGEMENT

1. Field Office Proposal

J. Bagnall gave a report on the progress and problems of the Field Office proposal which is awaiting PRC action.

2. Brainstorming

A new technique of management was discussed and tried experimentally, as a device which might be profitably used by the Staff called "brainstorming." J. Bagnall introduced the target of "Method of Recruiting Personnel for the New York Field Office" with the obvious idea of advertising in the newspapers as the initial suggestion.

In the space of three minutes, the panel responded with 19 ideas. These are given in a separate paper to be filed with the papers on this project.

3. Overtime

J. Bagnall touched briefly on overtime stressing the importance of Branch Chiefs insuring that it is used in the spirit of the regulation and underscoring the fact that the Division should begin to show some reduction in overtime hours worked.

4. Incentive Awards

Earlier in the week, J. Bagnall read off some of the awards given to members of the Agency citing the reason for the reward and reminded the Panel to watch carefully to see whether FDD personnel merit one.

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[REDACTED]  
Secretary